



Yeshiva University – Office of Student Aid
2024-2025 Dependent Verification Worksheet V1 (Standard)

Submit your forms via Secure File:
 • [Upload Documents](#)

Student’s Information

Student’s Last Name Student’s First Name Student’s M.I Student’s YU ID Number

Student’s Street Address (include apt. no.) City State Zip Code

Student’s Cell Phone Number Student’s Email Address

List the people in your parent’s household, including:

- Yourself
- The student’s parents, even if the student is not living with them and parent is the contributor.
- Anyone that lives in your parent’s household (including siblings living away at college) for whom your parents will provide more than half of their support from July 1, 2024 through June 30, 2025. • Be sure to include the Name, Age, and Relationship or the worksheet will be considered incomplete.

If more space is needed, provide a separate page with the student’s name and YU ID number.

Full Name	Age	Relationship
		Self

Dependent Student’s Income Information to Be Verified (Check the box that applies.)

- The student has consented to use the Direct Data Exchange (DDX) on the FAFSA to retrieve and transfer 2022 IRS income information into the student’s FAFSA, either on the initial FAFSA or when making a correction to the FAFSA OR will provide the institution with a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.
- The student was not employed and had no income earned from work in 2022 OR the student was employed but was not required to file a 2022 federal tax return.

List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student’s name and YUID# number at the top.

Employer’s Name	IRS W-2 or an Equivalent Document Provided?	Annual Amount Earned in 2022
<i>(Example) ABC’s Auto Body Shop</i>	Yes	\$4,500.00
Total Amount of Income Earned From Work		\$

Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2022 income tax return, as well as the sources of 2022 income earned from work and the amount of income from each source.

- Check here if non-filing statement is signed and dated.

Student's Name: _____ YUID: _____

Parent Income Information to Be Verified (Check the box that applies.)

- The **student's parent** has consented to use the Direct Data Exchange (DDX) on the FAFSA to retrieve and transfer 2022 IRS income information into the student's FAFSA, either on the initial FAFSA or when making a correction to the FAFSA OR will provide the institution with a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.
- The **student's parent** was not employed and had no income earned from work in 2022 OR the **student's parent** was employed but was not required to file a 2022 federal tax return.

List every employer even if they did not issue an IRS W-2 form. If more space is needed, attach a separate page with the student's name and YUID Number at the top.

Employer's Name	IRS W-2 or an Equivalent Document Provided	Annual Amount Earned in 2022
<i>(Example) ABC's Auto Body Shop</i>	<i>Yes</i>	<i>\$4,500.00</i>
Total Amount of Income Earned from Work		\$

Provide a signed and dated statement certifying that the individual has not filed and is not required to file a 2022 income tax return, as well as the sources of 2022 income earned from work and the amount of income from each source.

- Check here if non-filing statement is signed and dated.

Certification and Signatures:

Each person signing below certifies that all of the information reported is complete and correct. The student and one parent whose information was reported on the FAFSA must sign and date.

_____ Student's Signature	_____ Student Name (Please Print)	_____ Date
_____ Parent's Signature	_____ Parent (Please Print)	_____ Date

Instructions:

As part of federal student aid eligibility, students, and parent(s) as appropriate, will be required to consent and approve sharing and importing income and tax information from the IRS to the FAFSA form, even if the attempt to obtain or use such data is ineffective. In other words, if the parent(s) filed separate 2022 IRS income tax returns, both must provide consent and approval to share and import income and tax information from the IRS. In most cases, no further documentation is needed to verify 2022 income information that was transferred into the student's FAFSA using income and tax information directly from the IRS.

If 2022 income tax return information for the student and parent(s), (if applicable) were not available or could not be used, the student and/or parent should provide the institution with a 2022 IRS Tax Return Transcript(s) or a signed copy of the 2022 income tax return and applicable schedules.

A 2022 IRS Tax Return Transcript may be obtained through:

Get Transcript by Mail – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript by Mail." Make sure to request the "Return Transcript" and *NOT* the "Account Transcript." The transcript is generally received within 10 business days from the IRS's receipt of the online request.

Get Transcript Online – Go to www.irs.gov, click "Get Your Tax Record." Click "Get Transcript Online." Make sure to request the "Return Transcript" and *NOT* the "Account Transcript." To use the Get Transcript Online tool, the user must have (1) access to a valid email address, (2) a text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name, and (3) specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). The transcript displays online upon successful completion of the IRS's two-step authentication.

Automated Telephone Request – 1-800-908-9946. Transcript is generally received within 10 business days from the IRS's receipt of the telephone request.

Paper Request Form – IRS Form 4506T-EZ or IRS Form 4506-T. The transcript is generally received within 10 business days from the IRS's receipt of the paper request form.

Student's Name: _____ YUID: _____

Verification and Various IRS Issues

Individuals Granted a Filing Extension by the IRS

An individual who is required to file a 2022 IRS income tax return and has been granted a filing extension by the IRS beyond the automatic six-month extension for tax year 2022, must provide:

- A signed statement listing the sources of any 2022 income and the amount of income from each source;
- A copy of the IRS's approval of an extension beyond the automatic six-month extension for tax year 2022;
- A copy of IRS Form W-2 for each source of employment income received or an equivalent document for tax year 2022; and
- If self-employed, a signed statement certifying the amount of the individual's Adjusted Gross Income (AGI) and the U.S. income tax paid for tax year 2022.

Individuals Who Filed an Amended IRS Income Tax Return

An individual who filed an amended IRS income tax return for tax year 2022 must provide a signed copy of the 2022 IRS Form 1040X, "Amended U.S. Individual Income Tax Return," that was filed with the IRS or documentation from the IRS that include the change(s) made by the IRS, in addition to one of the following:

- Updated income and tax information from the IRS on an ISIR record with all tax information from the original tax return;
- A **2022 IRS Tax Return Transcript** (that will only include information from the original tax return and does not have to be signed), or any other IRS tax transcript(s) that includes all of the income and tax information required to be verified; or
- A signed copy of the 2022 IRS Form 1040 and the applicable schedules that were filed with the IRS.

Individuals Who Were Victims of IRS Tax-Related Identity Theft

An individual who was the victim of IRS tax-related identity theft must provide:

- A Tax Return DataBase View (TRDBV) transcript obtained from the IRS or, if unable to obtain a TRDBV, an equivalent document provided by the IRS or a copy of the signed 2022 income tax return and applicable schedules the individual filed with the IRS; **and**
- A statement signed and dated by the tax filer indicating that he or she was a victim of IRS tax-related identity theft and that the IRS is aware of the tax-related identity theft.

Individuals Who Filed Non-IRS Income Tax Returns

- A tax filer who filed an income tax return with a tax authority other than the IRS may provide a signed copy of his or her income tax return that was filed with the relevant tax authority. However, if we question the accuracy of the information on the signed copy of the income tax return, the tax filer must provide us with a copy of the tax account information issued by the relevant tax authority before verification can be completed.

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